



Carol M. Granfield
Town Manager

TOWN OF KITTERY
Office of the Town Manager
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1329 Fax: 207-439-6806
cgranfield@kitteryme.org

EMPLOYMENT OPPORTUNITY - FULL TIME DISPATCHER

The Town of Kittery's Police Department has an immediate opening for an experienced Public Safety Dispatcher to provide emergency and non-emergency dispatch services for law enforcement, fire service and emergency medical services. This position includes all hours, including weekends and holidays. The working environment can be high-pressured and fast paced. The successful candidate will possess excellent interpersonal and communication skills; the ability to receive and disseminate information accurately and without delay; knowledge of computer, telephone, use of radio and teletype.

Candidates must possess a minimum of a high school diploma and undergo a significant background check including psychological tests and polygraph. Preferred candidate will possess ETC and EMD certifications, EMS licensure and NCIC, METRO and IMC records management system software knowledge. Pay is commensurate with experience. Excellent benefit package.

Please submit an application (application and full job description is on our website at www.kitteryme.gov), cover letter and resume with three letters of recommendation to:

Betsy L. Oulton, Human Resources Manager
Town of Kittery
200 Rogers Road, Kittery, ME 03904
boulton@kitteryme.org

Accepting application packets until position is filled

The Town of Kittery is an Equal Employment Opportunity/Affirmative Action Employer and is committed to excellence through diversity in its staff. We strongly encourage all qualified individuals to apply.